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ABSTRACT

A project was conducted in Pennsylvania to strengthen the Greene County General Educational Development (GED) alumni association and to create a GED alumni association in Washington County. Four activities were conducted to strengthen the Greene County chapter: (1) a newsletter was produced; (2) an awards banquet was held; (3) a schedule of regular meetings was established; and (4) a support network of adult education providers, human services providers, and other interested community members was formed. In order to encourage formation of the Washington County association, alumni there were invited to participate in the Greene County activities; the Washington County alumni later organized a Christmas book exchange and a recognition reception in the spring. A final report was produced documenting the year's activities--describing those that worked and those that did not. (Appendixes include the following: copies of newsletters; and evaluation survey; results of surveys in Greene and Washington counties; pictures; programs; meeting agendas; articles in newspapers; and communication with alumni.) (Author/KC)

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ED342904

STRENGTHENING AND DEVELOPING GED ALUMNI ASSOCIATIONS IN WASHINGTON AND GREENE COUNTIES

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PDE 353 Project: PA FY 90-91

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ABSTRACT

Title: Strengthening and Developing GED Alumni Associations in Washington and Greene Counties.

Address: Washington-Greene Community Action Corporation
22 West High Street
Waynesburg, Pennsylvania 15370

Phone Number: (412) 852-2893

Director: Dr. Barbara J. Mooney

Funding: $5,000 Number of Months: 12

Duration of Project: July 1, 1990 to June 30, 1991

Objectives:

1. To strengthen the Greene County GED Alumni Association by assisting in four projects: a. newsletter; b. awards banquet; c. establishment of regular meetings; d. development of a support network of adult education providers, Human Service providers, and other interested community members.

2. To invite Washington County alumni to participate in Greene County activities to stimulate the creation of a GED alumni association in Washington County.

Description:

"Strengthening and Developing GED Alumni Associations in Greene and Washington Counties" proposed to strengthen an existing GED alumni association in Greene County and stimulate the creation of a new GED Alumni Association in Washington County. This was done using various community organizing techniques with the aid of the Adult Education Coordinator and VISTA workers. The Greene County Alumni published four issues of a newsletter, held an awards Banquet, sponsored a fundraiser, and held meetings to provide emotional and educational support. The Washington County Alumni were invited to Greene County activities and encouraged to establish meetings on their own. This was accomplished through a Christmas Book Exchange and Recognition Reception in the spring.

Target Audience: GED graduates and supportive community persons were the target audience. This included adult education providers, human service providers, volunteer tutors, and students currently in ABE/GED programs.

Product: Final report was produced documenting the year's activities -- those that "worked," and those that "didn't work." This will serve as a "guide" to others seeking to develop GED alumni associations in their communities.

Introduction

This report contains all pertinent information concerning the federally funded ABLE project: "Strengthening and Developing GED Alumni Associations in Greene and Washington Counties." While GED Alumni Associations are not new, this project proposed to bring the concept to a community where it would be new (Washington County) and use a group of alumni from a previous Association (Greene County) to make this happen, thus strengthening the Greene County group.

The Greene County Alumni Association was originally formed in 1977 by the first graduates of the then-new ABLE class, with the assistance of the ABLE staff. It had three very active years, but by 1980 had deteriorated from lack of leadership. In the next 8 years there was intermittent activities, driven by a few alumni and former ABLE Instructor. One activity which has continued has been the publication of at least one annual issue of the Greene County Alumni Newsletter, Know News. In 1986, in conjunction with the initiation of Washington-Greene Community Action Corporation's (WGCAC) Adult Basic and Literacy Education program called: "Project First Step," a new spark was kindled, and three issues of the Know News were produced. A group of three alumni assisted PFS staff. However, without staff time available for this project, the few active alumni were unable to maintain it. By 1989 no issues of the Know News were published.

WGCAC staff was aware of the support services that a GED Alumni Association can provide. GED graduates have taken the "first step" in improving their lives by passing the GED. They are now ready to take the "second step." Each student may have a different second step, but they have a common need for support in

taking the rest of the steps toward self-sufficiency. Thus we determined to aid the development of Alumni Associations in our service area.

Through this project we have been successful in many of our goals. Four issues of the Know News have been published and distributed (mailed to Alumni in Greene, hand delivered to students/alumni in Washington). In Greene County, regular meetings were scheduled, and an awards banquet took place in early June. While Washington County GED alumni were invited to participate in Greene County activities, few alumni chose to do so, preferring to initiate activities of their own. The greatest response was from alumni in the Avella area, who participated in activities such as a tutoring, recruitment, a Christmas Book Exchange and a recognition reception.

This project operated from July 1, 1990, to June 28, 1991. The sponsoring agency was WGCAC. Staff contributing to this project were WGCAC personnel: Dr. Barbara Mooney, Project Director; Jane Schrock, Adult Education Coordinator; Mary Grace Gilbert, Community Development Specialist; and Shelia Marshall, VISTA Volunteer; and Marci Loughman, VISTA Volunteer.

This report is directed towards Adult Education supervisors, instructors, and counselors; GED/ABLE students and GED alumni; and other human service providers working with adults. It is hoped that the information in this report will serve as a guide to others seeking to develop or strengthen alumni associations in their communities. Permanent copies of the report are on file with the Pennsylvania Department of Education, Division of Adult Basic and Literacy Education programs, 333 Market Street, Harrisburg, PA 17126-0333; and AdvancE, Pennsylvania Department of Education

Resource Center, Department of Education, 333 Market Street, Harrisburg, PA 17126-0333.

Report on Objectives

Objectives as stated in the proposal were:

1. **Greene County** -- "activate" those alumni who had participated in the past and recruit recent GED graduates for four primary objectives:

A. Newsletter Know News -- at least four issues to be published and distributed as a result of this project.

In September, December, March, and June the Know News was published and distributed (copies attached in Appendix A). In September 65 were mailed out; 132 in December; approximately 175 in March, and 198 in June. The first mailing was sent to Alumni who had been previously involved (1977-1988). The December mailing included a list of graduates from Intermediate Unit I, covering the 1988 to 1990 period. March and June included newly identified graduates in both counties, current students, and volunteer tutors.

Feedback from the newsletter was positive, and alumni and students expressed the desire to keep it going. Some comments: "it kept me informed," "made me feel good about myself," "it made me feel I wasn't alone." (Survey instrument used to evaluate Know News can be found in Appendix B).

We have a core of alumni who have pledged to continue the newsletter next year. We plan to have at least two issues, one at Christmas and one at the end of the year. One of the alumni works at a local newspaper (the Greene County Messenger), and stated that she will do the typing for us on her computer.

B. Alumni Awards Banquet - to be held a the end of the contract year.

An awards banquet was held June 6, 1991, at the Iron Griddle Restaurant in Waynesburg, Pennsylvania. Approximately 35 people attended, including guest speaker Greene County Judge Grimes, County Commissioners Lloyd Rohanna and Kelce Mosley, volunteer tutors, ABLE providers (from all but one of the funded programs in Greene County), students, and GED graduates. Three GED graduates told their success stories -- one was a surprise from one of the County Commissioners. Live plants were given as a favor for each person attending. Centerpiece flower arrangements, donated by local florists, were given to the Success Story speakers. A fruit basket, donated by a local human service agency, was given to the volunteer coordinator of the fund-raiser (see next paragraph). The Banquet programs were rolled and tied with black ribbon, to suggest a diploma. Copies of the first three issues of the Know News were available. Certificates of Appreciation, Completion, and Achievement were presented to volunteers, students, and alumni. From the comments we heard after the event, the evening was an uplifting and positive experience for everyone. (Pictures from the Banquet are in Appendix E.)

To defray the cost of the Banquet meal, favors, certificates and decorations, a "Car Wash" fund-raising activity was held. The event was coordinated by one of our volunteer tutors, assisted by staff, students and alumni. We raised $110 for the Banquet. (Pictures from the Car Wash are also in Appendix E.)

C. **Establishment of regular monthly meetings** of the group where socialization, community involvement and ongoing interest in new information is promoted through guest speakers, field trips and dissemination of printed materials.

Meetings were scheduled October, November, December, January, February, March, April and May. Guest Speakers were involved in the meetings in October, November, and May. A Christmas "Get Together and Book Exchange" was held in December. January, February and March were planning meetings for future activities (Spring Banquet, and Family Literacy Workshop). Note: No field trips were scheduled, due to lack of interest. A decision to focus on "Family Literacy" was made, and materials ordered for a workshop to be held in April. This was cancelled due to many schedule conflicts and insufficient interest, and rescheduled for August. A variety of human service and education providers were invited to the May meeting, to encourage community involvement.

This is the area where we experienced the greatest failure. We had consistently low alumni turn-outs for the meetings. Staff feels that this was due to the novelty of the concept of support meetings. The survey responses also indicate lack of participation was due to schedule conflicts, transportation problems, and child care problems. While we offered to have child care available, this did not encourage participation.

Meetings were announced in the Know News, and flyers were sent/given to the recent graduates and to active students. Telephone follow-ups were also done. Some meetings were listed in the local newspaper. Still, some respondents advised that they "did not know about" the meetings.

D. Identification of community support persons who will aid the continuation of the Association beyond the contract period. This will include a close linkage with the Greene County Literacy Coalition and with the Head Start Policy Council.

Community supports have been established through the new county Department of Human Services and with the Literacy Coalition membership. The Service Delivery committee of the Coalition will vote next month to adopt this project as one they will continue to support in the up-coming year.

The Head Start Policy Council has not agreed to support the Alumni Association. There has been a considerable internal turmoil in the Policy Council over this past year. Several of our "supporters" (both volunteers and students) are Head Start Policy Council Members, and they are upset that they have been unable to bring GED Alumni issues to the group for assistance. They have pledged to continue to attempt to secure aide from this group in the up-coming year.

2. Washington County -- convene alumni who express an interest in the creation of an Alumni Association.

A. Contact all recent graduates (from the past two school years) by letter, including a copy of the Greene County Know News in the communication.

B. Contact all GED-preparation program providers to identify students they feel would be interested in and benefit from such a group.

Through our VISTA Volunteers, we attempted to meet with all the service providers in Washington county who work with adult students preparing for the GED test. These include: Trinity High School, McGuffy High School, JTPA, Charleroi Area OIC, 20001 and Intermediate Unit I. Our requests of them were three fold: provide us with a list of recent graduates, assist us in contacting the graduates they felt would be most interested in/benefit from an Alumni Association, and assist us in providing some activities

for the Association. We encountered several problems.

The School District programs were unable to participate in this project, as their teachers worked every day in the schools, and therefore did not have time to meet with us, or provide support. We offered to have evening meetings, even offered to have the meetings at the sites of their evening adult classes to facilitate their participation. However, this was not able to be worked out.

The Mon Valley providers did not seem to know much about each other, and were therefore reluctant to work together. (see "C," below) Contacts with these groups were done by a VISTA Volunteer who left the program, and are not clearly documented. We are therefore, not sure how persistent she was with the groups.

JTPA providers were willing to cooperate, but had tried to have activities for GED alumni in the past without success. The Washington County provider did contact her recent graduates and provided them with information on proposed Washington County meetings, and copies of the Know News.

Our staff contacted alumni from our own program, providing the information and newsletters. Alumni were contacted in the following communities: California, Washington, Canonsburg, and Avella. California alumni were too far flung to get together. They had become involved in further education programs or employment. Washington alumni responded enthusiastically when contacted by phone, but did not attend meetings or participate in any activities. There was no response from the Canonsburg alumni, and we were unable to determine why. The Avella alumni established a group, and had a series of activities. They have pledged to support the ABLE program by recruiting volunteers and students, by

having two social events next year (Christmas and end of year), and by general promotion of adult education.

C. **Engage cooperation of adult education providers and other interested Human Services** providers to encourage the establishment of a GED Alumni Association.

This objective was not met. We assessed the level of cooperation in Washington County, and found it very low. We had hoped that the Southwestern PA Literacy Coalition, which was designed to coordinate activities in Washington, Greene, Fayette and Westmoreland counties, would have begun the process of establishing linkages between the service providers. However, the service providers in Washington county have not participated in the Coalition activities. As we approached the providers regarding cooperating on this project, we found them very focused on the services they provide and unable to spare time or energy for additional support services.

D. **Convene at least three meetings of interested alumni.**

We scheduled three meetings in Washington, PA, but had no attendance at these meetings. As mentioned above, the Avella group had three meetings: December, April, and June. No meetings were scheduled in California or in Canonsburg. However, alumni from these areas were invited to the scheduled meetings in Washington.

E. **Encourage participation of interested alumni in the Greene County Awards Banquet and Newsletter projects.**

Washington alumni were invited to participate in Greene County activities. The Avella group, the farthest geographically from Greene County, chose to have their own activities. The other alumni did not participate, stating that the distance to Greene was prohibitive. This indicated that there is a need for separate

activities in Washington.

The Washington Alumni seemed to appreciate the Newsletter, and several expressed an interest in having one with more Washington County news in it. We will work with the Avella alumni, and the active students in the Washington classes next year to try to produce a "Washington County" page.

F. Link with the newly forming Washington County Literacy Coalition for mutual ongoing support.

In addition to the observations made above, we have determined that strengthening of the Washington County Coalition is a necessary prerequisite for the kind of support an Alumni Association needs. Therefore, we are planning a meeting among Mon Valley providers in August to begin to find ways for these providers to work together, sharing resources and solving problems.

Evaluation of Objectives

Attached is a copy of our evaluation Survey, which was included in the final edition of the Know News. When we had not received any responses after 3 weeks, we conducted a follow-up by telephone. We surveyed a 10% random sample of the alumni who were identified by this project. There were 198 Greene County alumni sent the final copy of the newsletter. We solicited responses from 20 alumni in Greene County. Fourteen alumni agreed to respond to the survey. The results of these are tabulated in Appendix C. We further telephoned 8 alumni in the Avella area, and received responses from 6 of them. These results are tabulated in Appendix D. Copies of newsletters are in Appendix A. Awards Banquet pictures are in Appendix E and the program is in Appendix F. Copies of the agendas of the meetings are Appendix G. Other material can be found in Appendix H.

Distribution Process

The findings of this project will be distributed via the South Western PA Literacy Coalition, the PAACE GED section and AdvancE.

Conclusions and Recommendations

1. As we predicted, those students who participated in Alumni activities expressed emotional support and a feeling of belonging.

2. We found that the most active participants were those who either found employment or went on to further training. This leaves the alumni who are the least able to do such things as convene and preside at meetings, write agenda, take minutes, and write correspondence. We have determined that the participating alumni are in need of facilitating assistance from "staff". This could be from volunteer tutors, business representatives, or staff of ABLE programs. We are hoping that the Greene County Alumni group will become a project of the existing Literacy Coalition. The alumni in Avella, in Washington County, has strong ties to the Project First Step program there, and should be able to continue to participate in activities with new students. (Some will help with posters and other outreach activities, for example, while others will help as tutors. Perhaps some will be encouraged to aid as Child Care providers for students whose children are too young for Head Start.) However, we feel that the alumni will not continue to meet without a linkage with some existing organized group.

3. Community support for the alumni group was intermittent. Business representatives were willing to donate favors or food, but were not willing to spend time working with the group. While it seems that support services for alumni activities would take up a small percent of staff time, the alumni who were interested in the

activities were unable to act independently, so ABLE staff had to allow more time to spend on alumni activities. This could become intrusive, leading ABLE programs to be unwilling to become involved in an Alumni Association. PDE could aide projects of this kind by stressing the importance of community linkages and by encouraging ABLE funded staff participation in them.

4. It was our observation that GED and ABLE alumni do not participate in other community activities. Most of our alumni have expressed fear of joining in, even in such traditional groups as the school PTA. There needs to be more research into the reasons why our students do not participate to aid our development of skill-building curricula.

5. The development of leadership skills is essential. It seems that this should become a part of all existing ABLE programs, not be left until after the student gets a GED diploma. In many cases, the students are not prepared to participate in a club/association after they get the GED, because they have had no experiences in their lives to prepare them. There needs to be more emphasis placed on citizenship skills, participation in the activities necessary in a democratic system, and self-esteem building in the ABLE curriculum.

6. Activities cost money. There must be a way to generate funds to support these activities, either through linkages with existing community groups, ABLE programs, or ABLE Coalition activities.

Appendix A

COPIES OF NEWSLETTERS

KNOW NEWS

(is good news!)

General Educational Development

GED ALUMNI ASSOCIATION SEPTEMBER, 1990

GED ALUMNI ASSOCIATION

What is GED Alumni?

The GED Alumni Association is an organization to promote the advancement of adult education locally and throughout Pennsylvania. Since GED Alumni are a large and growing group, the potential for accomplishing many positive activities is a real possibility.

Who are the members of the Association?

GED graduates and any supporter of adult education can join the Association. This could include adult education providers and other Human Service providers.

How does the Association support GED activities?

GED Alumni Association members meet and share experiences they had in pursuing their GED diplomas. By sharing this information, advice can be passed on to current adult education students.

Alumni members are active recruiters for adult education programs. Members are encouraged to talk to friends, relatives, and acquaintances about continuing education.

What GED Alumni Association can do for you?

Graduates of the GED programs grow accustomed to a supportive learning environment and are reluctant to leave it. Establishing an Alumni group allows students to continue a connection in a positive direction and continue the learning process. Graduates receive needed emotional and educational support, learn job search skills, organize social activities, and further promote GED activities and stature in the community.

As a GED alumni, an association with people sharing a common bond can greatly benefit you. The alumni group can give you a sense of belonging, a sense of purpose, and a sense of accomplishment.

Sponsored by the Washington-Greene Community Action Corp. and the VISTA Program.

NATIONAL LITERACY MONTH

September has been designated to make public more aware of the literacy needs in their communities. Greene County has several agencies available to the public, whether it is learning to read or preparing to take the GED tests. There are no costs for classes or materials and classes can be started at anytime. For additional information, call Jane or Shelia at 852-2893, ext. 22.

TUTOR'S TRAINING SESSION

There will be a tutor training session on Tuesday, September 25, 1990 at 6:30 p.m. in the Washington-Greene Community Action Corp. (WGCAC) building (downstairs), 22 W. High Street, Waynesburg. WGCAC "PROJECT FIRST STEP" is recruiting tutors to work with adult students in Greene County.

If you are interested in tutoring and would like to attend this meeting, please call Jane or Shelia at 852-2893, ext. 22 for additional information. Anyone is welcome to attend this meeting.

GED ALUMNI MEETING

A GED Alumni meeting has been scheduled for October 23, 1990 at 7:00 p.m. in the Washington-Greene Community Action Building. Anyone wishing to attend is welcome. Child care will be provided.

A presentation will be given on "Interviewing Skills". Tips on interviews and resumes will be discussed. Hope to see you on October 23!

RECOGNITION RECEPTION

The Washington-Greene Community Action Adult Education Program, "PROJECT FIRST STEP" held a recognition reception to honor its students, volunteer tutors and GED graduates. The reception was attended by 50 people, including family, friends, representatives from Head Start, WORC, the VISTA Program, and the Washington-Greene Community Action Corporation Board of Directors.

Volunteer tutors present who were recognized were: Marcia Belding, Myleen McCollum, Mae Richardson, and Lois Dyer. GED graduates present who were recognized were: Janet Chechuck, Donna Littleton, Luella Wier, Janice Stasko, Bonnie Miller, Gladys Grim, and Wendy Pendland. Students with 50 or more hours of instruction were also recognized.

"PROJECT FIRST STEP" has served over 100 students in the past year, with 25 of these students going on to take the GED test. The program has trained 35 volunteer tutors to work one-on-one with students. Many of these tutors work with students who cannot attend classes for various reasons. With the help of adult education classes and volunteer tutors, many students have been able to obtain their GED/High School Diploma and/or improve their reading and math skills.

"PROJECT FIRST STEP" which is funded through the Pennsylvania Department of Education, offers adult education classes and tutoring throughout the Washington and Greene counties at no cost to the student. The program also supplies materials to the student and tutor at no cost. Classes are on-going with no start or stop date.

BACKGROUND OF THE GREENE COUNTY GED ALUMNI ASSOCIATION

The Greene County GED Alumni Association was originally formed in 1977 by the first graduates of the then-new Adult Basic Literacy Education (ABLE) class, with the assistance of the ABLE staff. It had three very active years. By 1980, however, it had deteriorated from lack of student leadership.

Over the past eight years there have been intermittent activities. One activity which has continued has been the production of at least one annual issue of the Greene County Alumni newsletter named **KNOW NEWS**. In 1986, in conjunction with the initiation of Washington-Greene Community Action Corp.'s (WGCAC) "Project First Step", a new spark was kindled and three issues of the newsletter were produced. A small core of alumni assisted the "Project First Step" staff. But due to limited staff time for the project, the few active alumni were unable to maintain it. In 1987, two issues were produced; one was produced in 1988 and none in 1989.

In 1990, there are plans to bring back and strength the Greene County Alumni Association. With the aid of the "Project First Step" staff, Vista volunteers, and you, the GED Alumni, this can happen. This issue of the **KNOW NEWS** is only the beginning. Please help us keep the GED Alumni alive!

Your Alumni News and Writing

WANTED

THE GED ALUMNI ASSOCIATION
ALUMNI AND ADULT STUDENTS

* * * * * * * *

ANNOUNCING THE DEVELOPMENT OF
THE GED ALUMNI ASSOCIATION
AN ORGANIZATION FOR ADULT STUDENTS

MEMBERSHIP
IS OPEN TO ALL PAST AND PRESENT GED STUDENTS,
AND ADULT COMMUNITY PROVIDERS.

If you are interested in helping to strengthen the GED Alumni Association, please complete and return the form at the bottom of this page or contact Jane Shrock or Shelia Marshall at 852-2893, ext. 22. There is no charge for membership.

Please detach and return to:

Washington-Greene Community Action Corp.
22 West High Street
Waynesburg, PA 15370
Attn: Jane or Shelia

I am interested in being a part of the GED Alumni Association:

NAME: _____

ADDRESS: _____

_____

TELEPHONE NUMBER: (Where you can be contacted during the day.) _____

KNOW NEWS

(is good news!)

General Educational Development

GED ALUMNI ASSOCIATION

DECEMBER, 1990

DEAR "GED GRADUATE":

Congratulations on achieving your GED diploma! Whether it has been several years, several months, or several weeks since passing your GED tests, you are invited to join the GED Alumni Association in Greene County.

In the event you did not receive the September, 1990 issue of KNOW NEWS, we'll give you a brief review of what the GED Alumni Association is all about. (By the way, KNOW NEWS is a newsletter just for GED graduates.)

The GED Alumni Association is an organization for people who received their high school diploma through GED testing. That includes you! Adult education and human service providers are also invited to take part in the Association.

As a student, you probably received a great deal of emotional and educational support while preparing to take the GED tests. Many people feel a great let down after completing their tests because they lose the supportive environment they have grown accustomed. The purpose of the GED Alumni Association is to provide a way to continue the learning process. By joining together with other alumni we will continue a supportive environment. As a GED alumni, associating with people who share a common bond can greatly benefit you. The alumni group can give you a sense of belonging, purpose, and accomplishment.

Other activities of the Association may include recruiting other students for GED programs, helping to tutor students, encouraging younger adults to stay in school, or simply passing on advice to other participants in the programs.

If you are interested in belonging to this group, there are no costs involved. For further informaton, please call Jane or Shelia at 852-2893, extension 22.

YOU ARE INVITED TO COME TO OUR CHRISTMAS BOOK EXCHANGE AND PARTY ON DECEMBER 12. (See page 3 for details.)

Have a happy holiday season!

Sponsored by the Washington-Greene Community Action Corp. and the VISTA Program.

GETTING THE JOB YOU REALLY WANT

On any given day thousands of people in our country are in the process of looking for a job. Some are successful in finding worthwhile employment, but many fail to get the type of job they would really like and be satisfied with. They might end up feeling frustrated, depressed, and hopeless.

Is this you? If so, have you ever thought about why you may not be succeeding in getting the type of job that is meaningful, utilizes your skills, and pays you a fair wage? Let's first look at some of the reasons for disappointment in the job hunt, then how to make things work out better.

One of the major reasons people get less of a job than they had hoped for is that they are not willing to take the time to find a job that utilizes their interests and abilities. In fact, it is estimated that 80% of the population will spend more time buying a car than preparing for employment.

It is interesting to note that the average person holding a full-time job has 120 or more full days off per year. This is more than enough time to prepare for a better job; however, a great number of people still use lack of time as an excuse for not looking for a more meaningful job or preparing for a career change.

A second reason for disappointment in the job hunt is lack of motivation. You will never be successful in anything without some motivation. The sad thing is that most people wait until they are unemployed to become motivated, which can be a mistake. Did you know that your value to any employer drops immediately upon your become unemployed? Many employers are suspicious of people who have not been working and do not want to take the chance of hiring them.

For too many people the substitute for motivation is procrastination - your own choice to put off doing anything about your position in life. Unfortunately, for many job hunters, procrastination becomes a way of life that provides an excuse to postpone being motivated.

A third reason for less than success in the job hunt is a lack of purpose. Too many people have no real reason for working other than the money they will earn. These people think a paycheck cures all their employment problems. The truth is that, as your interest in the job decreases, so does the importance of the paycheck.

Everyone needs a purpose - yes, even you - in order to live a full and meaningful life. It is very important when seeking your purpose in life and work to consider the following:

YOUR GOALS. What do you want to accomplish in your lifetime? Make a list of goals, big or small, then seriously work to achieve them.

YOUR SKILLS. What skills do you have and what type of job would give you the opportunity to use them?

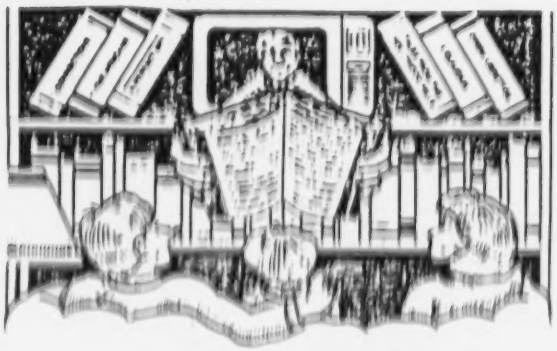
YOUR TARGET DATE. How much time are you going to give yourself to reach the goals you have set?

YOUR CONTROL OF YOURSELF. You need to decide who is in charge of your life - you or someone else. When you are in charge of your own life, you are responsible only to yourself for what happens.

Yes, it is a difficult job market these days, but you can probably come closer to your goals than you think. Maybe you'll have to start at the "bottom" to work your way up - with a lot of hard work on the way. But set your sights realistically and you're starting off on the right foot.

Happy New Year

Turn on to Reading



Turn on to Reading with
Public Television

Good children's programs on television encourage kids to read. And the best children's programs, from Reading Rainbow to Sesame Street to Wonderworks, are found on public television. Give your kids an incentive to "read more about it"... Turn on public television and turn on to reading!

PUBLIC TELEVISION PROGRAMS
(Found on Channel 13)

FOR CHILDREN

Sesame Street -
Reading Rainbow
Mr. Rogers' Neighborhood

FOR ADULTS

Masterpiece Theatre
The Best of National Geographic
The American Experience
Discovery

FOR THE ENTIRE FAMILY

Wonderworks
Faerie Tale Theatre
Nova

THE DIFFERENCE BETWEEN THE IMPOSSIBLE AND THE POSSIBLE LIES IN A PERSON'S DETERMINATION.

HOLIDAY GATHERING!

PLEASE JOIN US on December 12, 1990 from 1:00 p.m. til 2:30 p.m. at Washington-Greene Community Action Building, 22 W. High Street, Waynesburg, PA to celebrate the holiday season! We will have a "book exchange". Many people have donated books (children and adults). You can bring in any books or magazines that you no longer need. As the saying goes "one man's junk is another man's treasure"!

Also, craft ideas will be presented. Get ideas on how to make "unique" gifts, such as photo albums, pillow covers, ornaments, etc. Refreshments will be served.

If you know of other GHJ graduates that did not receive this newsletter, please invite them to attend. Looking forward to seeing you on the 12th!

WORKPLACE:
The Library/Labor Link

For the first time, 38 of Pennsylvania's public libraries and the Pennsylvania Department of Labor and Industry's Job Training Partnership Act (JTPA) agencies are linked to provide cost effective, easily accessible service for Pennsylvania workers.

WORKPLACE libraries offer extensive print, database and media resources, plus convenient evening and weekend hours. Specially trained librarians are committed to help adults make informed decisions about jobs, careers and education. WORKPLACE can help you learn about any career, where to receive retraining in Pennsylvania, how much money you may be eligible for retraining, the job outlook in specific parts of the state, the skills and interests you have, the relationship between education and careers, and it even shows you how to obtain a job. The librarian will help you learn to use the software and other resources.

WORKPLACE in Greene County is located at:

Eva K. Bowlby Public Library
311 N. West Street
Waynesburg, PA
627-9776

KNOW NEWS

(is good news!)

General Educational Development

GED ALUMNI ASSOCIATION MARCH, 1991

DEAR ALUMNI, STUDENTS, AND TUTORS:

Recently Governor Casey announced that the adult education budget would remain the same as last year - 7 million dollars. This is good news, but this amount is subject to change because of Pennsylvania's budget deficit. For this reason, we feel our Governor and Representatives should be reminded of the importance of the adult education programs in our state, and especially in Greene County.

We are asking you to support the adult education cause by writing a letter to Governor Casey and/or Representative DeWeese and Representative Stout. In your letter, express the benefits the adult education program has given to you, whether to improve basic skills, obtain a GED, or better your job opportunities. Maybe it was for another reason, if so, let them know what it has meant to you.

The following is a letter one of our students wrote, the type you might like to write if you are currently enrolled as a student. Maybe it will give you an idea of how you might like to write, or help you to get started. If you already have your GED, you should mention that, too! If you would like help with your letter or would like to have it typed, call Jane or Shelia at 852-2893, ext. 22.

Dear Governor Casey:

I am writing in support of the Adult Education budget. I have been attending Adult Education classes in the Greene County area for the past year.

Through the Adult Education program I have been able to improve my reading and math skills, and hope to take my GED test in the near future. Since I have a limited income, none of this would have been possible if not for the free classes and materials provided by the program.

Please be sure to keep the money in the budget for the Adult Education programs. These are much needed and worthwhile programs, and I am sure many people will benefit.

Representative J. Barry Stout
93 East High Street
Waynesburg, PA 15370

Representative William DeWeese
South Washington Street
Waynesburg, PA 15370

Governor Robert P. Casey
Main Capital Building
Harrisburg, PA 17120

Sponsored by Washington-Greene Community Action and VISTA Program.

It has been most encouraging to have the support of Ellen Casey in the fight for literacy programs. Barbara Bush has also entered the ranks of the active workers. In Pittsburgh recently, Mrs. Bush read to youngsters at the Carnegie Library in Homewood. She appeared as part of her national campaign to promote reading with the support of the Greater Literacy Council of Pittsburgh.

The Council estimates that there are more than 180,000 adults in Allegheny County and 23 million people nationally who lack literacy skills sufficient to handle everyday affairs. In Greene County, over 38% of adults age 17 and over do not have a high school diploma. Maybe you can now help others prepare for their GED by tutoring and giving support. Do you remember a special someone who helped you to prepare for your GED? Maybe you can be that to someone else. Being a First Lady is definitely not required!

CAN ANYBODY TELL ME HOW TO ACTIVATE THIS THING?? THERE'S AN IRAQI TANK COMING OVER THE RIDGE...
ANOTHER GOOD REASON TO INVEST IN LITERACY TRAINING....
—Greg Brecht

...a National Issues Forum Approach

The old town meeting was one of the truest demonstrations of democracy in colonial days of the United States. The town meeting was a forum for citizens to express views and help formulate policy for local government. There is little means for public input for important issues of today.

The Greene County Adult Literacy Coalition is sponsoring a workshop to provide skills to citizens who would like to take a leadership role in forming a setting to provide an opportunity for more people to participate in the democratic process. The workshop will be held on Friday, May 3, 1991 at the Greene County Vocation School.

The first session (9:00 a.m. - 10:15) will focus on using the National Issues Forum model as a way to add civic education to all Adult Education settings (Basic Educaton and Literacy programs, training programs, and other post high school classes, church related programs, senior citizen programs, Head Start policy council groups, etc.). The second session (10:30 a.m. - 12:00 p.m.) will focus on establishing community forums in Greene County.

A lunch will be provided following the second session at a cost of $4.50 (pre-registration for the meal required by April 26). There will be no charge for the workshop sessions.

A FEW THINGS TO PONDER!!

If you are not leaning, no one can let you down.

By changing your attitude of mind, you can alter your life.

If you think you can't, you are guaranteed to be right.

You must give up the way it is...to have it the way you want it.

by Irv Furman

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When you open a book with your children, you are opening the world for them.

You are making them think and wonder, want to know more. You are helping them to do well in school, and someday find a good job. Best of all, you are enjoying time together as a family. Here are ways to interest your little ones in books, and help them learn skills that will lead to reading:

Talk with your children as you play, go shopping, or work around the house.

Read to your children. Try to read to them at the same time every day and let them choose the story.

Let your children see you read. That is the best way to show them that you think reading is important, and that you enjoy it, too.

Ask older children to read to younger ones. The older children will be proud of their skills.

Go to the library together. If you don't have a library card, ask for one.

Give your children books about their special interests. Surprise them with books or magazines about their favorite interests or activities.

Keep books, magazines, and newspapers around your home so you and your children will always have something to read.

Plan outings for your children. Children learn from what they see and do.

Say rhymes, raps, and poetry, and sign songs. These are very easy for kids to remember, so they can say them and sing them with the rest of the family.

Tell stories about your family, and stories you enjoyed hearing when you were a child. Write down some of these stories and save them to read aloud at other times.

There will be a recognition dinner for GED alumni in Greene County. Students and tutors are also invited to attend this banquet.

The banquet will be on Thursday, June 6, 1991 at 6:30 p.m. in the Iron Griddle Restaurant, Waynesburg, PA. The speaker for the evening will be Greene County Judge Terry Grimes. Also, several GED alumni will share how obtaining their GED has helped to change their lives.

The cost of the dinner is $6.00 per person. Reservations must be made if you would like to attend. Call Jane or Shelia at 852-2893, ext. 22 before May 15 to make your reservation. If you would like to have your dinner paid for by the Alumni Banquet Committee please come donate two hours of your time working at a car wash. (See details below.)

Looking forward to seeing you at the banquet!

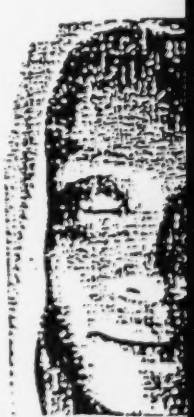
GED ALUMNI CAR WASH

A car wash will be held on Friday, May 10, 1991 beginning at 10:00 a.m. at the Greene County Plaza in Waynesburg. This car wash will benefit the alumni, tutors, and students who wish to attend the Recognition Banquet on June 6.

Come out and wash cars for two hours to earn the cost of your dinner. Call Jane or Shelia at 852-2893, ext. 22 to reserve your time slot on May 10. Please let us know by May 1 when you would like to work. Looking forward to rolling up our sleeves on May 10!

"We are not empty pitchers. We have minds of our own. We can reason out things. And, believe it or not, we have dignity. Let those who will teach us remember this."

Remarks by a woman about to begin a Unesco-assisted literacy course.



KNOW NEWS

(is good news!)

General Educational Development

JUNE, 1991

- ATTENTION GED GRADS -

You have made a commitment to your own education. Now make a commitment to your child's education. Come join us at the

FAMILY READING INSTITUTE

Tuesday, August 13 and Tuesday, August 20 9:30 a.m. - 12:00 p.m.

Come early and have coffee.

Before we know it another school year will be starting. Many parents don't really know how important they are in their child's education. We are having a two day workshop to help parents understand their role as their child's first teacher and to increase their skills to be able to fulfill this role.

In the course of the workshop you will learn how to work with children's books, using various reading strategies. You will also learn to link these reading strategies to discussion, and to promote higher level thinking skills. After the workshop you will also be able to help your neighbors and friends with their children. You don't have to be a parent - grandparents, aunts, uncles, sisters, brothers, and tutors can help develop children's reading abilities or help others to develop these skills.

The workshop will be held in the Community Meeting room, downstairs of the Chamber of Commerce (the old Murphy Building). For more information, call Jane at Community Action 852-2892, ext. 22.

To make a reservation please call Jane or fill out the form below and mail to:

Community Action Southwest
Jane Schrock
22 W. High Street
Waynesburg, PA 15370

LOOKING FORWARD TO SEEING YOU THERE!

FAMILY READING INSTITUTE
Tuesday, August 13 and Tuesday, August 20, 1991

NAME: _____

ADDRESS: _____

PHONE - Home: _____ Work: _____

A GED Alumni Banquet was recently held at the Iron Griddle Restaurant in Waynesburg. The banquet was held in honor of individuals who have achieved their high school diploma by the General Educational Development test process. Adult education instructors, tutors, and students currently enrolled in adult education programs were also in attendance.

As the keynote speaker Greene County Judge Terry Grimes gave a "commencement" address. Judge Grimes stated that "education is not an end in and of itself. It is a means to an end - education is a stepping stone". He further added that "having a GED puts you on another level of accomplishment so you can go on and accomplish something more".

A special feature of the program was the sharing of "success stories" by two GED graduates, Jessie Moats and Jeanine Foley. They spoke about how obtaining a GED high school equivalency diploma has affected their lives. Ms. Moats spoke of how the process of obtaining her GED has helped her become independent by helping her get a driver's license and a part-time job. It also gave her "a lot of self-confidence". Jeanine Foley spoke of how wanting her children to be well-educated encouraged her to obtain her GED. This eventually led to college for Jeanine as she will be graduating from Waynesburg College in the fall. Ms. Foley credits family and friends for the encouragement. "It feels so good to know there are people to say to you, 'you can do it'. With support from people and friends, I've made it through."

Greene County Commissioners Lloyd Rohanna and Kelce Mosely were also in attendance. Commissioner Rohanna shared his story of dropping out of high school to join the Army, and later obtaining his GED. Commissioner Rohanna stated that "your education is what you do with that education once it is achieved."

Other recognitions during the evening were Myleen McCollum, a tutor for Community Action Southwest. Ms. McCollum supports the adult education program and was very involved in the GED Alumni activities.

Also recognized was Rosemary Fletcher. After months of hard work, Ms. Fletcher was instrumental in getting GED recipients of the West Greene area a diploma issued by the West Greene High School. Recipients will also be allowed to participate in the graduation ceremony.

John Wilson, Executive Director of Community Action Southwest, announced the establishment of a GED Scholarship Fund by making the initial pledge. Commissioner Rohanna followed by also making a pledge. This fund will provide financial assistance for GED test payment for eligible students.

The banquet was sponsored by Community Action Southwest, VISTA program, Department of Education, and fundraising efforts by Greene County alumni, students, and tutors.

****

The following pages contain more detailed comments of our Success Stories from the banquet.

****

GED SCHOLARSHIP FUND

During the GED Alumni banquet, John Wilson, Executive Director of Community Action Southwest, announced the establishment of a GED Scholarship Fund. Mr. Wilson made the initial pledge for the fund.

Many students do not qualify for test payment through public assistance, and the $20.00 test payment is a financial hardship for them. This fund will provide assistance for GED test payment for eligible students. Thus an eligible student will not be denied the opportunity to take the GED test because of lack of funds. Other education opportunities may become part of this fund.

People are needed to serve on the GED Scholarship Fund Committee. This committee will be establishing guidelines for eligible students and review applicants. If you would like to make a pledge or serve on the committee, please call Jane at Community Action, 852-2893.

COMMENTS OF LLOYD ROHANNA:

In 1964, I quit high school and joined the Army. In 1965, I went to school for six weeks and took the GED test and passed. After I terminated my stint in the service, I went to trade school on the G.I. Bill and later to a community college. So I am a GED Alumni. Judge Grimes remarked you should not be intimidated once you receive your GED. Early on after I got out of the service I found I was intimidated by people who seemed to have a better education than I did. I had a family to support and never had a real opportunity to go to college and achieve what I thought I was capable of achieving.

Over the years I felt I have learned a lot through working with people and being involved in community organizations. After I became Commissioner I felt the intimidation coming back slightly when dealing with lawyers, coal companies, and some people we have had to deal with over the years. I finally realized you don't need to be intimidated once achieving that GED. I've come to learn one thing in the last 3½ years, education is no sign of intelligence. I've dealt with people who have a piece of paper hanging on the wall who are not very intelligent. I've also met people with that piece of paper who are very intelligent. I've met many people who do not have that piece of paper who are intelligent.

Your education is what you do with that education once it is achieved. Hopefully I have the opportunity to go on to school. I really do wish I could have the opportunity to go on to school. I really do wish I could have the opportunity to go to school and use the skills I have now to achieve that education and make me a better person. I am no longer intimidated. I am self confident and proud to be a Commissioner and politician. I will always use the political power I have to help the people of Greene County.

COMMENTS OF JESSIE MOATS:

It is my pleasure to be here tonight. Receiving my GED has been one of the biggest accomplishments in my life. With a lot of hard work and determination, and a great teacher, Hilda Aikens, all this has been made possible for me.

At age 13, I quit school, got married, and had a son. I had my third child by the time I turned 19. I spent my time taking care of children and my home. I grew up on welfare, so that is all I ever knew. I always hated being on assistance. I wanted to be independent and make my own way in life. My husband's bad attitude was "why work when you don't have to." In the fall of 1985, Mr. Lemmons from the Assistance Office called and asked if I wanted to go to work a certain number of hours for my assistance check. I was thrilled! My husband said I must be the only mother who wanted to work for her assistance check. I started working at the Busy Bee in March, 1986, for my assistance check. During this time I separated and eventually divorced my husband.

In April, 1987, I started adult education classes on High Street. I went to school in the morning and worked at the Busy Bee in the afternoon. After a lot of studying and three attempts at the GED test I finally passed in June, 1990. Now I'm not receiving welfare. I work at a number of part-time jobs to support myself, have my own house, a savings and checking account, and a lot of self-confidence. I've also obtained my driver's license, and have a car. I love the independence. I never knew life could be so good.

Another person who has been very influential in my life is Marge Pazzula. She has been like my second mother. She has encouraged and supported me through everything. She was always there to listen to me. All of this would not have been possible without her. Thank you Marge. Thank you, Hilda. Thanks everyone.

COMMENTS OF JEANINE FOLEY:

I had all the opportunities to get an education and go on to college. My parents put five other kids through college. I decided I really don't want to do this, so I walked out of school going into my 11th year and I got married, that is what women are to do anyway, right. This was fine until my son started kindergarten. I decided I wanted my kids to have an education. But how can I pound into them to get an education - that is where it is at - if I don't have anything to show. So I decided to go back to school. By this time I had my third child.

Barb started adult ed classes at Waynesburg High School. So I went up to the meeting. No I really can't do this, but Barb said, "yes you can, come back, come back", and she kept encouraging me. So I stuck it out. I took the first test and bombed. I failed math and science. What am I going to do? Barb said, "you can do it". I went back, made the top scores when I took it the second time around. I was that determined to have that diploma. So this worked out out fine. I was all excited but there were still no jobs.

By now I have four kids. My son gets into high school and is moving up and I wanted him to go to college. Everything out there says you need a college diploma to get a decent job. How am I going to make my son go to college if I have nothing to show for it and really stopping at the GED wasn't enough for me. I wanted to do something else but I wasn't sure how. So I went to JTPA. They gave me a placement test. I ended up in Hilda's class to help me bring up my English and math skills. Somehow through the transition I ended up in the Step Ahead Program at Waynesburg college in 1988.

I have 15 credits to get my Bachelor's degree in Visual Communications. I work three part-time jobs, am a single parent now. I have a son who went to college for one year, a daughter going to Waynesburg College in the fall. One more year and I will have that degree.

It feels so good to know there were people there to say "yea, you can do it!". Suppo from people and friends I've made through it and the people I've met through working with the local newspaper - I love it. It's the best thing I've ever done. I've never felt this good. I went through transition of a divorce and living on welfare. Now I have a job where I can say I don't need welfare, I can support my kids without it. It feels so great to say I have a piece of paper. I'll walk down the aisle next year with the cap and gown and have something in my life!

HELP THE KNOW NEWS CONTINUE

This will be the last issue of KNOW NEWS FOR THE 1990-91 program year. In order for future issues to continue we need your help.

A committee exclusively for publication of this newsletter needs to be formed as soon as possible. There are four issues per year (quarterly). If you can help in anyway, such as typing, writing articles, copying, addressing, etc. your help would be greatly appreciated. We would like to keep the KNOW NEWS in existence as there has been a lot of positive feedback from this newsletter. Adult education students are welcome to serve on this committee, especially since it serves as a supportive and continuing source of encouragement.

If you can help in anyway, please call Jane at 852-2893, ext. 22. **LET'S HELP KEEP THE KNOW NEWS A CONTINUING FORCE IN ADULT EDUCATION!**

Remember

When you spend time reading with children, they learn that reading is fun.

When children see you reading, they learn that reading is important.

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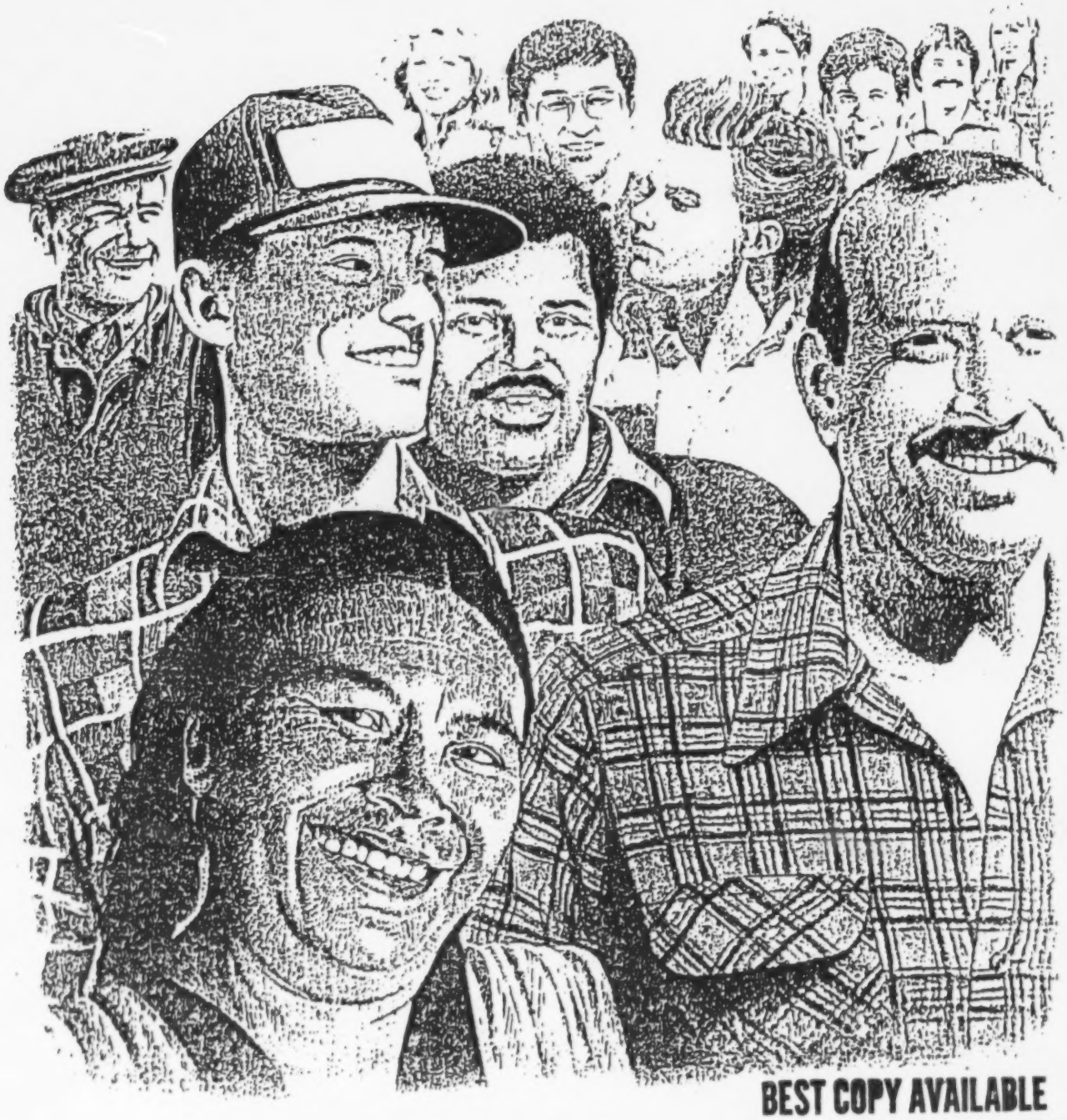
The Reader



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The Key to a Brighter Future

Appendix B

EVALUATION SURVEY

GED ALUMNI SURVEY:

1. Did you receive the KNOW NEWS? ___y___n
2. Did you find the articles of interest? ___y___n
3. What did you like best?

4. What did you like least?

5. How could the KNOW NEWS be improved?

6. Would you be willing to help next year with the KNOW NEWS? ___y___n
7. Did you attend any of the GED Alumni Activities?
   ___y___n Which ones:
   ___ Interview Skills ___ Banquet meetings
   ___ Language Assessment ___ Banquet
   ___ Book Exchange ___ Car Wash
   ___ NIF ___ KNOW NEWS
   ___ Family literacy Institue
   Why?
   Why not?
8. Did these activities benefit you? y___ n___

What would you like to see the GED Alumni do for you?

10. How could we make the GED ALUMNI better?

11. Would you be willing to help with GED ALUMNI activities in the future? ____y ____n

Appendix C

RESULTS OF SURVEY IN GREENE

GED ALUMNI SURVEY RESULTS
GREENE COUNTY

Phone follow-up on survey
Solicited responses from : 20 participants
Responses from: 14 participants

I. Regarding the newsletter, Know News:
--14 received the newsletter and found the articles to be interesting and informative.
--2 enjoyed the newsletter, but did not have a favorite part.
--The stories about the GED Alumni were the favorites of 4 respondents.
--2 stated that the newsletter made them feel like they belonged to a group.
--5 appreciated the information about the activities.
--The name of the newsletter was enjoyed by one participant: (the full title is: "Know News is Good News")
--Criticisms of the newsletter included: the articles were too optimistic or too overstated, and there seemed to be too much reporting on activities and not enough about the alumni themselves.
--Suggestions for improvements included: do more stories on people who got their GED, include a feature article on "Where are they now?", and get more people involved.
10 respondents said they would be willing to help next year.

II. Regarding alumni activities:
--8 attended one or more activities
--4 participated in planning meetings for the Banquet
--6 attended the Banquet
--2 helped with the car wash (fund raiser)
--Three other activities were attended by one person: Book Exchange, National Issues Forum and newsletter preparation
They gave as their reasons for participating: it was fun, the subject was of interest, and they wanted to help change people's attitudes.
Barriers to participation were listed as: conflict with family schedule, working, family problems, and lack of knowledge about the meetings.
All who attended said the activities were beneficial.
13 respondents advised they would be willing to help arrange activities next year.

III. Regarding the role of the GED Alumni Association:
--3 wanted to see more training activities
--7 wanted to find out what to do after the GED, in terms of jobs, interviewing, and other training programs
--all felt we should continue the newsletter as it helped their self confidence.
Suggestions for improvement:
--arrange for official presentation of diplomas
--get more people involved
--offer on-site day care at the meetings
--promote the GED test so more people would take it

Appendix D

RESULTS OF SURVEY IN WASHINGTON

GED ALUMNI SURVEY RESULTS
WASHINGTON COUNTY

Phone follow-up on survey
Solicited responses from : 11 participants
Responses from: 6 participants

I. Regarding the newsletter, Know News:
--Only 3 respondents received the newsletter; 2 read it and found the articles to be interesting. 1 did not read it.
--The 2 that read it, agreed with the Greene County alumni that the newsletter made them feel like they belonged to a group.
--The only criticism of the newsletter was that the articles were all about Greene County.
--Respondents suggested that a Washington County page be added to the newsletter, rather than having a separate newsletter.
4 respondents said they would be willing to help next year.

II. Regarding alumni activities:
--3 attended one or more activities
--1 participated in planning meetings for the Reception in Avella
--3 attended the Reception
--3 attended the Book Exchange
They gave as their reasons for participating: wanted to see the others who were in class with them, wanted to learn how to help next year's students.
Barriers to participation were listed as: conflict with other activities, working, transportation problems.
All who attended said the activities were beneficial.
All respondents advised they would be willing to help arrange activities next year.

III. Regarding the role of the GED Alumni Association:
--All wanted to find out what to do after the GED, in terms of jobs, interviewing, and other training programs
Suggestions for improvement:
--arrange for more meetings in Avella area
--get more people involved

Appendix E

PICTURES

GED Alumni Carwash

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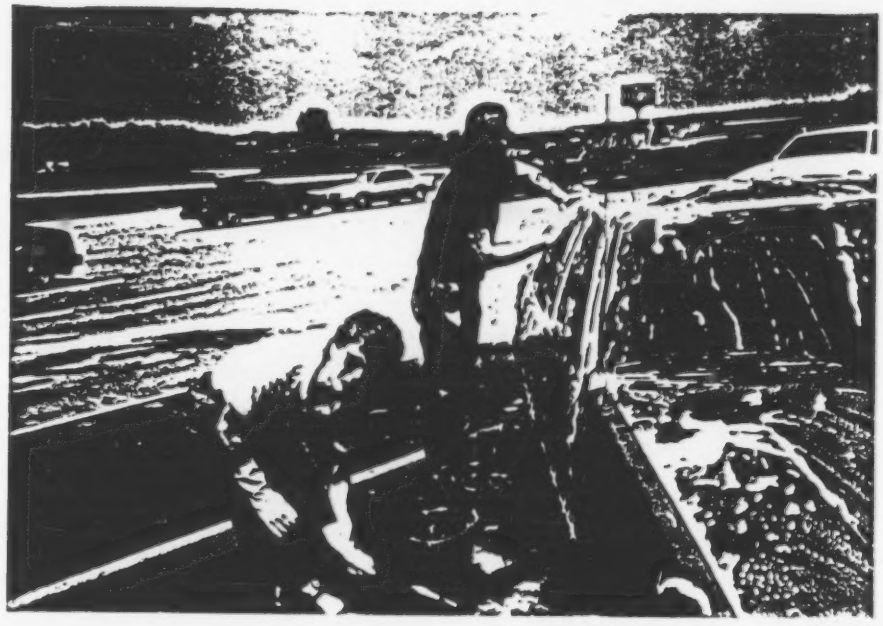

GED Alumni Car Wash

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June 10, 1771

BEST COPY AVAILABLE

June 14, 1991

BEST COPY AVAILABLE

Avella GED Alumni Reception
June 10, 1991

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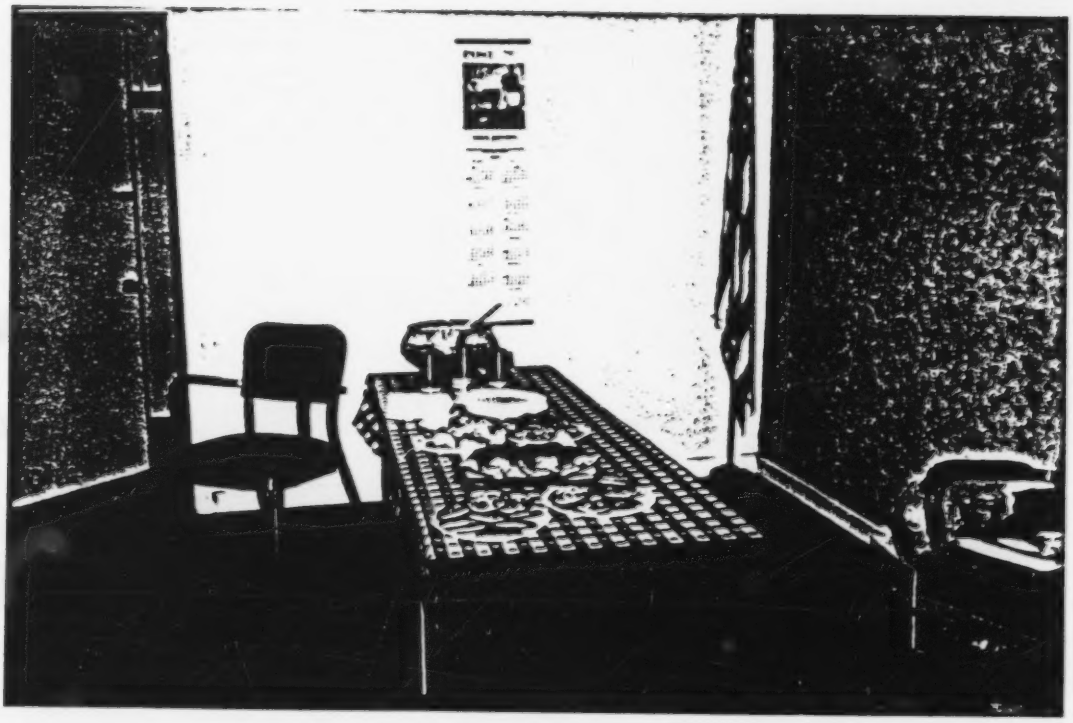
June 10, 1991



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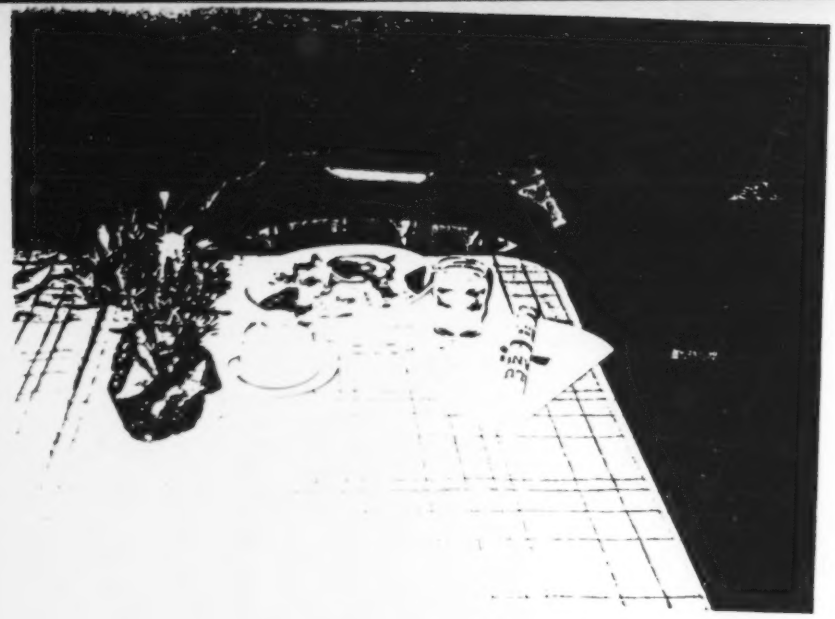
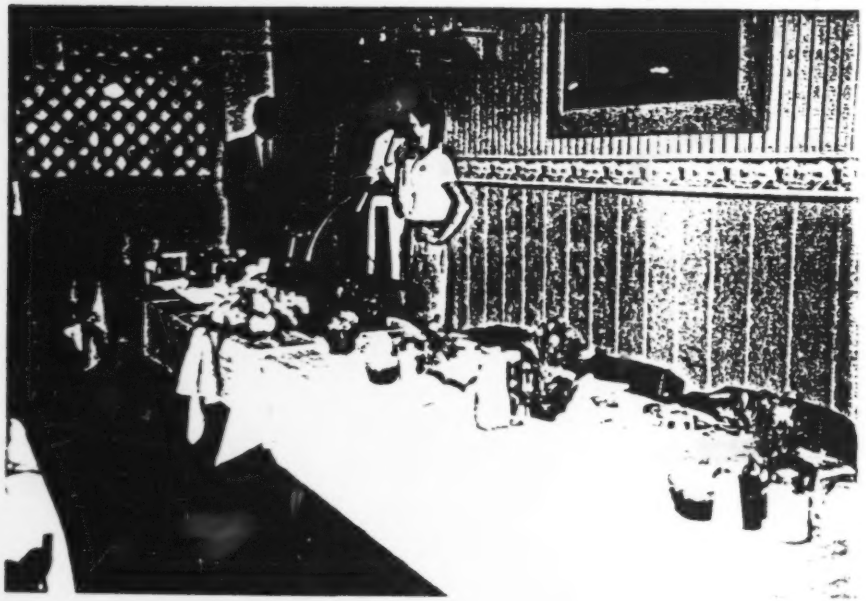
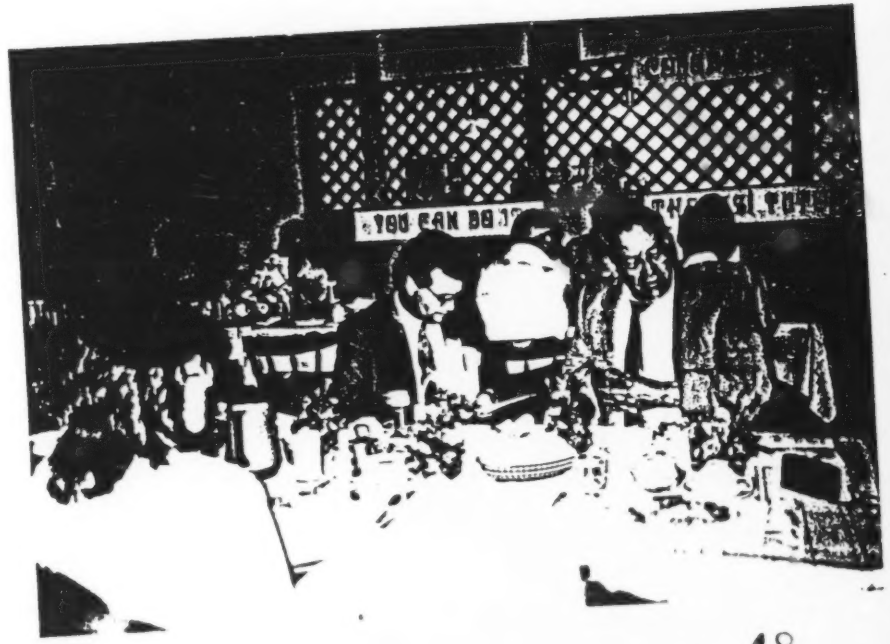


Greene County GED Alumni Awards Banquet
June 6, 1991





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Appendix F

PROGRAM

IN ATTENDANCE:

ADULT EDUCATION STUDENTS

* Wendy Pendland
* Mary Louise Braden
  Judy Tate
  Dilbert Ruffner
* Jeanine Foley
* Sally Rishell
* Jessie Moats
* Terry Harmon
* Sharon Zimmerman

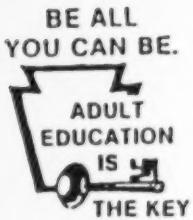
(* GED graduate)

INSTRUCTIONAL AIDES

Barbara Adamson
Rosalind Laur
Myleen McCollum
Carol Patterson
Mae Richardson
Tammie Messich

Sponsored by: Community Action Southwest, VISTA, and PA Department of Education

ALUMNI BANQUET



GREENE COUNTY GED - ABE

June 6, 1991

Waynesburg, Pa.

"Each of us has something truly unique to offer the world if only we have the courage to dream and the determination to make our dreams come true."

PROGRAM

WELCOME

INTRODUCTION
of staff and volunteers

INVOCATION

DINNER

GUEST SPEAKER
Judge Grimes

SUCCESS STORIES

AWARDS

Appendix G

MEETING AGENDAS

GED ALUMNI, ABLE STUDENTS,
VOLUNTEERS, & OTHER SUPPORTERS

OCTOBER 23, 1990
7:00 pm

AGENDA

I. Welcome and Introductions

II. What is an Alumni Association?

III. Guest Speaker:
Chris Marshall, Human Resource Manager, Cypress/Emerald Mine
"Interview Skills that Get the Job"

IV. Plan for next meeting

V. Adjourn

GED/ABLE ALUMNI MEETING
NOVEMBER 27, 1990
5:00 PM

I. Welcome and introductions

II. Discussion of plans for Alumni Activities

III. Participate in Project First Step training:
"Using Language as an Academic Tool"

IV. Meet with volunteers working with current students
(Discuss possibilities of becoming Instructional Aides)

PROJECT FIRST STEP
SPECIAL FALL TRAINING SESSION
NOVEMBER 27, 1990

AGENDA

I. LANGUAGE ASSESSMENT

A. Language as a "Basic academic tool"

B. Metalinguistics and Metacommunication analysis:
a. What is it?
b. How can it help my student and me?

II. SPECIAL NEEDS OF ADULT LEARNERS

A. Building a "helping" relationship

B. Instructional Aides as Mentors

C. Motivation strategies

NOTE: Please call Jane Schrock or Sheila Marshall to confirm attendance at either the afternoon or evening session.

GED/ABLE ALUMNI ASSOCIATION

JAN. 23, 1991
1:00, COMMUNITY ACTION MEETING ROOM

I. Old business:
--review first two issues of Know News
--discuss Christmas book exchange
--

II. New business:
--plan for Awards Banquet
--suggestions for articles for Know News
--invitation to participate in PAACE Mid Winter Conference
--

III. Other:
--

IV. Adjourn

GED/ABLE ALUMNI MEETING
FEBRUARY 12, 1991
2:00 pm

I. Old business:
--reports from Mid Winter Conference
--follow-up on idea of Family Literacy Institute
--

II. New business:
--reports from tutors (need for support)
--discussion of sites, costs, speakers for Banquet
--establishment of Banquet Planning Committee
--

III. Other:

IV. Adjourn

GED/ABLE Alumni Meeting
March 5, 1991
1:00 pm

I. Old Business:
--discussion of materials and format for proposed Family Literacy Institute
--report from Banquet Committee
Speaker will be Judge Grimes; location to be Iron Griddle Restaurant in Waynesburg
--review proof of Know News
--

II. New Business:
--outreach needed to reach more alumni
--need for Fund Raiser to off-set cost of Banquet
--discussion of program, favors, decoration, etc. for Banquet
--

III. Other

IV. Adjourn

Appendix H i.

ARTICLES IN NEWSPAPERS

Oct. 1990

GED ALUMNI TO MEET

A GED Alumni Association meeting has been scheduled for 7 p.m. Tuesday in the Washington-Greene Community Action office at 22 West High Street, Waynesburg.

The purpose of this meeting is to re-establish the alumni group. GED graduates, adult education supporters and the general public are invited to attend the meeting.

For more information, call Jane or Shelia at 852-1351, extension 22.

BEST COPY AVAILABLE

Alumni honored at GED banquet

WAYNESBURG — An alumni banquet honoring those who received their high school diplomas through the General Educational Development program was held recently at the Iron Griddle Restaurant.

Greene County Judge H. Terry Grimes, keynote speaker, reminded graduates that "education is not an end in and of itself. It is a means to an end — education is a stepping stone."

"Having a GED puts you on another level of accomplishment so you can go on and accomplish something more," Grimes said.

Several Greene Countians who achieved their GED diplomas shared their success stories with adult education instructors, tutors and students.

Jessie Moats spoke about how obtaining her GED has helped her become independent by helping her receive a driver's license and a part-timejob.

Jeanine Foley said her desire for her children to be well-educated was the impetus for her to pursue her GED. Mrs. Foley eventually was accepted into Waynesburg College, where she will graduate this fall.

"It feels so good to know there are people to say to you, 'you can do it,'" she said. "With the suport from people and friends, I've made it through."

Greene County Commissioners Lloyd Rohanna and Kelce Mosely also attended the banquet. Rohanna shared his story of dropping out of high school to join the Army. He later obtained his GED.

"Your education is what you do with that education once it is achieved," Rohanna said.

Others recognized were Myleen McCollum, a tutor for Community Action Southwest, and Rosemary Fletcher, who was instrumental in getting GED recipients of the West Greene area a diploma issued by West Greene High School.

Recipients also were allowed to participate in the graduation ceremony.

John Wilson, executive director of Community Action Southwest, announced the estblishment of a GED Scholarship Fund and made the initial pledge. The fund will provide financial assistance for GED test payment for eligible students.

The banquet was sponsored by Community Action Southwest, VISTA, the state Department of Education and Greene County alumni, students and tutors.

Observer-Reporter 6/21/91

Greene County Messenger Page 6
June 21, 1991

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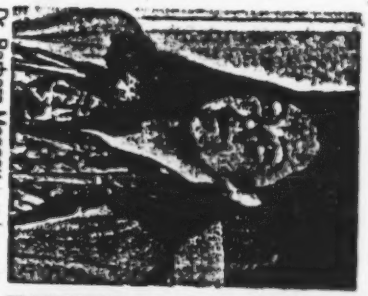
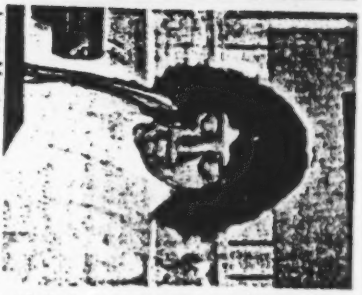
GED ALUMNI DINNER

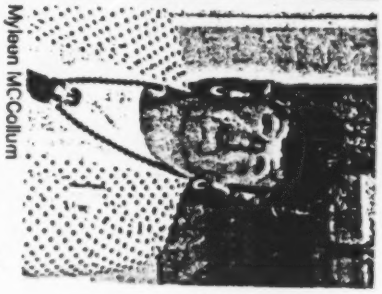
The annual GED Alumni Banquet was held recently at the Iron Griddle Restaurant with Judge Terry Grimes as featured speaker. Also taking part were Dr. Barbara Mooney, adult education coordinator; Jesse Moates, student speaker and Myleen MCCollum instructional aide.



Dr. Barbara Mooney



Jesse Moats



Myleen MCCollum

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June 1991

A GED Alumni Banquet was recently held at the Iron Griddle Restaurant in Waynesburg. This banquet was held in honor of individuals who have achieved their high school diploma by the General Educational Development test process. Adult education instructors, tutors, and students currently enrolled in adult education programs were also in attendance.

As the keynote speaker Greene County Judge Terry Grimes gave a "commencement" address. Judge Grimes stated that "education is not an end in and of itself. It is a means to an end - education is a stepping stone". He further added that "having a GED puts you on another level of accomplishment so you can go on and accomplish something more".

A special feature of the program was the sharing of " success stories" by two GED graduates, Jessie Moats and Jeanine Foley. They spoke about how obtaining a GED high school equivalency diploma has affected their lives. Ms. Moats spoke of how the process of obtaining her GED has helped her become independent by helping her get a driver's license and a part-time job. It also gave her " a lot of self-confidence". Jeanine Foley spoke of how wanting her children to be well-educated encouraged her to obtain her GED. This eventually led to college for Jeanine as she will be graduating from Waynesburg College in the fall. Ms. Foley credits family and friends for the encouragement. "It feels so good to know there are people to say to you, `you can do it'. With support from people and friends, I've made it through."

Greene County Commissioners Lloyd Rohanna and Kelce Mosely were also in attendance. Commissioner Rohanna shared his story of dropping out of high school to join the Army, and later obtaining his GED. Commissioner Rohanna stated that "your education is what you do with that education once it is achieved."

Other recognitions during the evening were Myleen McCollum, a tutor for Community Action Southwest. Ms. McCollum supports the adult education program and was very involved in the GED Alumni activities. Also recognized was Rosemary Fletcher. After months of hard work, Ms. Fletcher was instrumental in getting GED recipients of the West Greene area a diploma issued by the West Greene High School. Recipients will also be allowed to participate in the graduation ceremony.

John Wilson, Executive Director of Community Action Southwest, announced the establishment of a GED Scholarship Fund by making the initial pledge. Commissioner Rohanna followed by also making a pledge. This fund will provide financial assistance for GED test payment for eligible students.

The banquet was sponsored by Community Action Southwest, VISTA program, Department of Education, and fundraising efforts by Greene County alumni, students and tutors.

Anyone interested in GED Alumni activities, adult education classes, or information on the GED Scholarship Fund please call Jane at 852-2893.

Appendix H ii.

COMMUNICATION WITH ALUMNI

NOTICE TO ALL VOLUNTEERS,
GED ALUMNI,
OTHER INTERESTED SUPPORTERS!

PROJECT FIRST STEP ANNOUNCES A SPECIAL TRAINING
NOVEMBER 27, 1990
1:00 TO 2:30
(repeated that evening
6:00 to 7:30)

TOPICS: LANGUAGE ASSESSMENT
and
SPECIAL NEEDS OF ADULT LEARNERS

To be held at the Meeting Room
Basement, Community Action/Chamber of Commerce Office
22-26 West High St., Waynesburg, Pa. 15370

****

YOU ARE ALSO INVITED TO ATTEND
SOUTHWESTERN PA. LITERACY COALITION WORKSHOP

"Focus on the Unemployed:
Opportunities and Barriers"

November 28, 1990
12:30 to 4:00
Waynesburg College

(Repeated again on November 29, 1990
8:30 to 12:00
Greensburg PIC office)

GED GRADUATES, TUTORS, AND STUDENTS:

Please join us on December 12, 1990 from 1:00 til 2:30 to celebrate the holiday season. We will have a "book exchange" so bring in any children's or adult books or magazines that you no longer need. As the saying goes "one man's junk is another man's treasure"!

Also, craft ideas will be presented. Get ideas on how to make "unique" gifts, such as photo albums, pillow covers, ornaments, etc. Refreshments will be served.

Looking forward to an afternoon of fun!

Happy Holidays!

GREENE COUNTY GED
ALUMNI ASSOCIATION

Sponsored by the Department of Education, VISTA Program, and Washington-Greene Community Action Corp.

GED Graduates and Students:

Please join us on December 17, 1990, from 11:00 AM to 12:30 PM at the Avella Municipal Building to celebrate the holiday season! We will have a "book exchange." Many people have donated books -- children and adults. You can bring in any books or magazines that you no longer need. As the saying goes, "one man's junk is another man's treasure!"

If you know of a GED graduate who did not receive this notice, please invite them to attend. Also, if you know of a student interested in Adult Education classes, please bring them along to get acquainted.

Refreshments will be served.

Looking forward to seeing everyone!

Happy Holidays.

Sponsored by the Department of Education, GED Alumni Association, VISTA Program, and Washington-Greene Community Action Corporation.

Hear Ye! Hear Ye!

The Greene County Adult Literacy Coalition will sponsor a seminar on the National Issues Forums (NIF) Literacy Program on Friday, May 3, 1991 from 9 a.m. to 1 p.m. The presentation will be held at the Greene County Vocational-Technical School.

The National Issues Forums is a national program with a nationwide network of more than 1,700 organizations interested in giving adults the opportunity to discuss public policy issues. Sample issues include The Day Care Dilemma, Health Care for the Elderly, and Freedom of Speech. The NIF is nonpartisan and does not advocate any specific solution or point of view on public issues, but seeks to provide citizens a chance to reach judgments about them. Representatives of the Forum then present these decisions to lawmakers.

The timetable for this seminar appears below:

9:00 a.m. - 10:15 a.m.	NIF in the Classroom
10:15 a.m. - 10:30 a.m.	Break
10:30 a.m. - 11:45 a.m.	NIF and the Community
11:45 a.m. - 12:00 p.m.	Break
12:00 p.m. - 1:00 p.m.	Lunch and Brief Meeting

The first session is open to literacy service providers. This session will allow providers to discuss the options available for using NIF in the classroom. Materials are available from NIF for ABE, GED, as well as job training and literacy programs.

The second session is open to the public-at-large to discuss the opportunities NIF opens within the community. Service providers are encouraged to attend this session as well.

Lynn Ford of Tutors for Literacy in the Commonwealth (TLC) will lead the seminar and there is no cost for attending. A lunch will be offered at the cost of $5 per person.

If you are interested in increasing civic literacy and putting the public back into public policymaking, register early for this seminar as space is limited.

Name: _____

Agency (if applicable): _____

Address: _____

_____

Phone: _____

❑ I cannot attend this seminar but please keep me informed of other Coalition activities.

Please return this registration form to Kim Chandhok, R.D. #1 Box 228, Waynesburg, PA 15370 Registration deadline is **Friday, April 26, 1991**. Please enclose the money for the lunch with this form.

February 20, 1991

Washington-Greene Community
Action Corporation
2198 N. Main Street
Washington, PA 15301

Dear Students, Tutors, and Alumni,

Project First Step is planning a recognition banquet to honor the hard work of students, tutors, and alumni. Since the banquet will be sponsored by the alumni, they should play the biggest part in organizing it. We hope that this banquet will be a success, and are, therefore, asking volunteers to donate their time and ideas.

Suggestions for the banquet include presentation of awards, guest speakers, dinner, and socializing. Since this will be sponsored by the Alumni, we need a lot of support. Anyone interested in helping would be greatly appreciated. Putting together something like this takes a lot of time and effort from everybody, and I know many of you would be interested in helping out. Whether you can contribute a half hour or a day of your time, any amount is valuable.

We are planning this for early June. We still have a lot of time to create; but we need to start now. If anyone is interested in volunteering, call me at 225-9550

Thank you for your time,and I hope you will join in making the banquet a success.

Sincerely yours,

Marci Jo Loughman

Marci Jo Loughman
VISTA Volunteer
Project First Step

LET'S CELEBRATE

It's a Graduation Party! Please come!

The Greene County GED Alumni Association will be sponsoring a banquet to recognize GED graduates, students, and tutors. The banquet will be on Thursday, June 6, 1991, at 6:30 in the Iron Griddle Restaurant, Waynesburg, Pennsylvania. The guest speaker will be Judge Terry Grimes. There will also be success stories from several GED alumni.

The cost of the dinner is $6.00 per person. Reservations and payment must be made by May 15, 1991. If you would like to attend, please fill out the attached form and send along with payment to:

Washington-Greene Community Action
Project First Step
22 W. High Street
Waynesburg, Pennsylvania 15370

Please make checks payable to WGCAC-Project First Step.

For further information, call Jane or Shelia at 852-2893.

Name _____

Address: _____

_____

Phone: _____

Number attending: _____ at $6.00 per person

Total payment: _____

Please check the following that apply:

_____ GED graduate

_____ Adult Student

_____ Tutor

_____ Service provider: Agency _____

_____ Community person

_____ Other _____

Sponsored by Washington-Greene Community Action Corporation and VISTA Program

A RECEPTION:

WHERE:

AVELLA MUNICIPAL BUILDING

WHEN:

MONDAY, JUNE 10, 1991

WHAT TIME:

1:00 P.M.

IN HONOR OF

PROJECT FIRST STEP ADULT EDUCATION STUDENTS, TUTORS AND GRADUATES.

Please bring your family and help us celebrate.

sponsored by

COMMUNITY ACTION SOUTHWEST